

OFFICIAL – SENSITIVE (COMMERCIAL)

'No Conflict of Interest' Statement

Procurement Lead: Chris Grant

Name of person / Organisation giving the statement: [REDACTED]

Procurement: CS20024 FLF Network

Confirmation Date: [Date 15/08/2020]

The following statement must be completed by each individual prior to being involved in any procurement process (The Contracting Authority, UK SBS and any outside organisations being used for evaluation or tender drafting purposes). This includes involvement in planning the procurement, developing specifications and evaluation models. It also includes involvement in evaluation of bids.

Once UK SBS receives bids, details of the bidders will be emailed to you at which point you will be asked to re-confirm that you have no conflict of interest.

If a conflict of interest arises, UK Shared Business Services Ltd will consider what steps it is appropriate to take to overcome the conflict of interest.

For the purposes of this declaration, a conflict of interest exists where you are connected in any way with a person who is bidding for or may be interested in bidding for contracts under the procurement. Examples of connections include:

- You have a direct or indirect financial or economic interest in any bidder or potential bidder. For example, this will occur in the following circumstances:
 - you own part of an actual or potential bidder (or another member of the bidder's group of companies);
 - you are a consultant, employee or partner of an actual or potential bidder (or another member of the bidder's group of companies); or
 - you will receive any financial benefit from a person as a result of its (or a connected person's) involvement in the procurement.
- You have a direct or indirect personal interest in any bidder or potential bidder. For example, this will occur if a close family member/related party is connected with a bidder or potential bidder. Examples of close family member/related party include:
 - your domestic partner (whether or not married / civil partnership) and your / their children and dependents;
 - your siblings and the siblings of your domestic partner; or
 - your parents and grandparents and the parents and grandparents of your domestic partner

Confirmation – please tick statements that are appropriate;

A. I confirm that:

- 1) I am not in a position of conflict of interest. ☒
- 2) No one could reasonably perceive any conflict of interest to exist. ☒
- 3) I will promptly notify the Contracting Authority if at any time in the future a position of conflict of interest arises or could reasonably be perceived to arise. ☒

OR

B. I confirm that:

- 1) I have given full details in the eSourcing 'No Conflict of Interest Statement Question (comments box)' of possible conflicts of interest and the details are complete and accurate. ☐
- 2) I will promptly notify UK Shared Business Services Ltd if any additional conflicts of interest arise or any additional information arise in relation to the conflict of interest that I have declared. ☐

I acknowledge that until this Statement is accepted by the procurement lead on behalf of the Contracting Authority I shall not have any involvement in the procurement process.

I also understand that this No Conflict of interest Statement shall continue throughout the procurement process and the term of any contract resulting from the procurement. I shall without delay declare any changes to this No Conflict of Interest Statement to the Contracting Authority or its successors.

Signed By

Signature

Print

Job Title

Date

[Redacted Signature]

[Redacted Print Name]

[Redacted Job Title]

15th August 2020.....